



City of Seat Pleasant

Finance Department

A CITY OF EXCELLENCE SMART CITY

“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for me using information and communication technology, with the internet of things”. Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.

Department: Finance

Date of Report 11-30-2018

Reporting Period 11-1-2018 to 11-30-2018

- 1. With the use of the NetSuite Accounting System the Finance Department electronically verified and processed 148 purchase orders during the month of September. Out of the 148 purchase orders 75 payments were sent out as checks. Out of those 75 checks 10 were Red Light camera checks, 8 were Speed Camera checks, and 57 were General Fund checks. Out of the 237 purchase orders entered 36 were paid via online ACH payment or Wire Transfer. 4 came out of the Red Light Camera Account, 4 came out of the Speed Camera account, while 28 came out of the General Fund account.**
- 2. In the month of November, the finance department finally interviewed candidates to fill the vacant assistant to the CFO position. Out of 5 qualifying candidates one was finally chosen for the role. The new hire is expected to start in early December.**
- 3. The finance department has also started the audit for fiscal year 2018. The finance department will work hard to ensure the audit goes as smoothly as possible.**

Revenue

6301 Addison Road ▪ Seat Pleasant MD 20743-2125 ▪ (301) 336-2600 ▪ Fax (301) 336-0029

Revenue Center #	Revenue Center Name	Amount
4000	Real Estate Revenue	\$ 52,246.72
4010	Interest on Late Payment of Real Estate	\$ 430.89
4030	Personal Property Taxes	\$ 109,952.70
4035	Personal Property Taxes - CGS Funding	\$ 39,982.80
4050	MD State Income Tax	\$ 62,882.77
4060	Highway User Tax	\$ 3,379.35
4110	Code Violations	\$ 1,297.00
4120	Vehicle Releases	\$ 2,700.00
4130	Parking Citations	\$ 300.00
4150	Offender Based Funding - Speed Camera	\$ 88,315.25
4155	Offender Based Funding - Red Light Camera	\$ 56,429.27
4156	Prior Year Collections - Red Light Camera	\$ 1,857.62
4157	Prior Year Collections - Speed Camera	\$ 8,649.05
4170	Single Family Rental Licenses	\$ 75.00
4190	Building Permits	\$ 249.75
4225	Refuse	\$ 13,176.00
4250	Interest - CDs & Investments	\$ 3,527.54
4255	Interest - Checking Account	\$ 55.83
4311	Police/Accident/Incident Reports	\$ 140.00
	Total	\$ 445,647.54

Expenditures

Cost Center #	Cost Center Name	Amount
5220	Training	\$ 1,675.00
5221	BFO Training	\$ 980.00
5260	Contractual Services	\$ 6,173.30
5350	Postage	\$ 444.13
5440	Utilities	\$ 2,119.14
	Total	\$ 11,391.57